

Schedule 3 - Contract Data Sheet for Contract No: LSBU7/0191

<p>Clause A9 Governing Law</p>	<p>Contract to be governed and construed in accordance with: (one must be chosen)</p> <p>English Law <input checked="" type="checkbox"/></p> <p>Scots Law <input type="checkbox"/> clause A9.b shall apply</p> <p>Solicitors or other persons based in England and Wales (or Scotland if Scots Law applies) irrevocably appointed for Overseas Contractors in accordance with clause A9.f (if applicable) are as follows:</p>
<p>Clause A22 Termination for Convenience</p>	<p>The Notice period for terminating the Contract shall be 20 Business Days.</p>
<p>Clause A24 Contract Period</p>	<p>Estimated Dates</p> <p>Year 1 from 1st September 2017 – 31st August 2018 Year 2 from 1st September 2018 – 31st August 2019 Year 3 from 1st September 2019 – 31st August 2020 Year 4 from 1st September 2020 – 31st August 2021</p>
<p>Clause B1.b.(1) Contractor's Obligations – Quality Assurance</p>	<p>Is a Deliverable Quality Plan required for this Contract?</p> <p>Yes <input checked="" type="checkbox"/></p> <p>No <input type="checkbox"/></p> <p>The Agreed Quality Plan shall be incorporated into the contract within 12 weeks of the Contract start date. The Contractor at all times shall be the sole responsibility for the accuracy, suitability and applicability of the deliverable quality plan.</p> <p>Other Quality Assurance Requirements:</p> <p>See L3 – Quality/Specification</p> <p>The Contractor shall maintain registration to ISO 9001:2008, and maintain his Quality management system in accordance with the latest achieved standard.</p>
<p>Condition C1 Contract Price (Excl. Vat)</p>	<p>All Schedule 2 line items shall be Firm Price.:</p>
<p>Clause G1.a Payment</p>	<p>DEFFORM 30 Agreement refers (if applicable) N/A</p> <p>Reference: LSBU7/0191 – refer to section L19</p>
<p>Clause G1.c.(2) and G1.c.(3) Payment (for Schedule 2 items)</p>	<p>Payment is to be enabled by: Full payment procedure process is at L19</p> <p>The Contractor shall raise an commercial invoice in the name of <u>Babcock</u></p>

	<p><u>DSG Limited</u> and submit via Email to :</p> <p>I&RM-accountspayable@babcockinternational.com c.c. John.Evason@babcockinternational.com</p> <p>Or to the following postal address: I&RM Accounts Payable Project Manager, Babcock DSG Ltd, Building B15, Donnington, Telford, Shropshire, TF2 8JT</p>
<p>Clause H1.a Progress Monitoring</p>	<p>The Contractor shall be required to attend the following meetings:</p> <p>Type: Local Equipment Repair Committee/Contract Review Meetings (LERC)</p> <p>Frequency: As required</p> <p>Location: Alternating between the Supplier and Babcock DSG Limited's premises.</p> <p>The Contractor shall be responsible for the production and distribution of the agreed meeting minutes.</p> <p>No charges shall be attributed to the Authority for the attendance of Contractor Personnel.</p> <p>Meetings will evaluate and discuss (but not be limited to) the following:</p> <ul style="list-style-type: none"> • Contractor achievement of delivery times • Compliance with stated Key Performance Indicators
<p>Clause H1.b Progress Reports</p>	<p>The Contractor shall be required to submit the following Reports:</p> <p>Type: Monthly Contract Status Report (Schedule 14) - Monthly contract Status Report- The Contractor shall provide 2 copies of the monthly report on the progress of the repair work against the plan. One to the Babcock Repair Manager (box 2 DEFFORM 111) and one to the Commercial officer (box 1 DEFFORM 111). The Contractor shall also provide quarterly financial accrual information to the Babcock Repair Manager.</p> <p>Frequency: Monthly – by 23rd of each month</p> <p>Content: (to include but not be limited to: progress of repair work against the planned repairs / financial information)</p> <p>Type: Monthly Stockholding report (Item 3 of L2 in accordance with KPI at L16) Monthly Stockholding Report – The Contractor shall provide 2 copies of the monthly report on the progress of the repair work against the plan. One to the Babcock Repair Manager (box 2 DEFFORM 111) and one to the Commercial officer (box 1 DEFFORM 111).</p> <p>Frequency: Monthly – By 23rd of Each month</p>

	<p>Content: (to include but not be limited to: Currently Stockholdings for all equipment the contractor holds in order to carry out repair work, forecast replenishment of spares used in repair)</p> <p>Method of Delivery: E mail</p> <p>Delivery Address: As detailed at Box 1 and 2 of the DEFFORM 111.</p>
<p>Clause H2.b Authority's Representatives</p>	<p>The Authority's Representatives for the Contract are as follows:</p> <p>Commercial: as detailed at Box 1 of the DEFFORM 111.</p> <p>Project Manager: as detailed at Box 2 of the DEFFORM 111</p> <p>Payment: I&RM Accounts Payable</p>
<p>Clause H3.a.(5) Notices</p>	<p>Notices served under the Contract can be transmitted by electronic mail:</p> <p>Yes <input checked="" type="checkbox"/></p> <p>No <input type="checkbox"/></p>
<p>Condition K1 Certificate of Conformity (Core+ Only)</p>	<p>Is a Certificate of Conformity Required for this Contract?</p> <p>Yes <input checked="" type="checkbox"/></p> <p>No <input type="checkbox"/></p> <p>Line Items: all</p> <p>If Yes does the Contractor Deliverables require Traceability throughout the supply chain?</p> <p>Yes <input checked="" type="checkbox"/></p> <p>No <input type="checkbox"/></p> <p>Line Items: all</p>
<p>Condition K2 Marking of Contractor Deliverables (Core+ Only)</p>	<p>Special Marking Requirements:</p> <p>See Schedule 6</p>
<p>Clause K3b Rejection (Core+ Only)</p>	<p>Time limit for rejection of the Contractor Deliverables shall be 20 Business Days.</p>
<p>Clause K6.a Delivery (for Schedule 2) (Core+ Only)</p>	<p>The transport requirements shown below are applicable:</p> <p>Line Items ALL</p> <p>To be Delivered by the Contractor (See box K6.b and Clause K6)</p>

Clause K6.b Delivery by the Contractor (for Schedule 2) (Core+ Only)

(Where applicable, see **box K6.a.**)

Special Delivery Instructions (**clause K6.b.(2)**):

DELIVERIES TO LS DONNINGTON

DELIVERY- LS DONNINGTON

PARCEL DELIVERIES

In the event that the Contractor intends to deliver Articles using Parcel Deliveries, the following criteria will apply:

Maximum weight per article: 25KG

Maximum length per item: 80CM

Maximum Width per item: 80CM

Maximum Height per item: 40CM

Note: The maximum quantity of Parcels in any one delivery should not exceed Qty 5.

At the point of Parcel Delivery, the B5 LS Donnington reserves the right to:

- Not accept a delivery/collection outside of the hours 08:00 to 16:00 (Monday to Thursday) and 08:00 to 15:30 (Friday)
- Allow up to 5 parcels per supplier per day
- Defer a delivery to the Authority Docks Area if there is a Health and Safety Concern
- Redirect the driver to an approved area/ alternative building for Offloading.
- Offer the next available space within the Vehicle Delivery Service if the delivery does not meet the criteria detailed above.

LS Donnington will not take responsibility for undelivered goods in the event that the Contractor chooses not to be re-directed.

PALLET DELIVERIES – LS Donnington

Articles requiring delivery to LS Donnington that fall outside the scope of Parcel Deliveries, should be declared through the Logistics Commodities and Services Vehicle Booking Service (Booking slots) situated in Trade Receipts, Building B5 FMW Donnington using the following e-mail address: **DESDDA-FMWSLOTS@mod.uk** Should the email communication links be unavailable please contact Booking Slots – Mobile 07500 123710 CIV 01952 673322. Receipts Manager 01952 673305 Receipts supervisor 01952 673389.

The following information must be supplied:

- 13 Digit NATO Stock Number (NSN) for deliveries of 10 NSN's or under (Multiple pallet deliveries of a single NSN will not be accepted without it).
- Type of Item (Description).
- Requirement Change Form (RFC) Number as advised by Project Team.

- Number of packages/pallets to be delivered.
- Any Specialist MHE aids required.
- Any specific information e.g. Urgent Operational Requirement or Valuable and Attractive/Oversized Articles
- Supplier/Carrier Details
- A contact number for use in the event of communication failure.
- Preferable Date and Time for delivery.
- A Safety Data Sheet is needed for hazardous items.

At the point of pallet delivery LS Donnington reserve the right to:

- Refuse delivery of the goods should there be evidence of damage or missing packages.
- Refuse access to the site, if after investigation the Company is identified as not having a Booking Reference.
- Refuse delivery of the goods if after investigation the driver is not in possession of, or has knowledge of the Booking reference.
- Refuse delivery if there is a Health and Safety concern.

It is a Condition of this Contract that in the event the Contractor does not adhere to the time of delivery notified by the Authority, the Authority will not consider itself responsible for any subsequent claim by the Contractor, nor be held liable to meet any additional charges incurred by the Contractor through failure to deliver/collect on the due date at the appointed time.

NCR Collection

If the booking request is for Non Compliant Trade Receipt requiring collection from the Donnington site, the NCR Number (NCR 0*****), NSN and any covering documentation is required at email stage.

It is a Condition of this Contract that in the event the Contractor does not adhere to the time of delivery notified by the Authority, the Authority will not consider itself responsible for any subsequent claim by the Contractor, nor be held liable to meet any additional charges incurred by the Contractor through failure to deliver/collect on the due date at the appointed time.

Each consignment of the Contractor Deliverables to be accompanied by **(clause K4.b.3)**:

Line Items: All - All Contract Deliverables shall be shipped in accordance with the requirements stated in the Contract and shall be accompanied by one delivery note per order / delivery. In addition, to assist with the processing of the receipt and subsequent payment, the delivery note shall be clearly marked with the following information in a human readable Barcode 39 font:

Order Number

	NSN PR Number (where applicable) Qty The delivery note shall make no reference to Terms and Conditions other than those stated in the Contract
Other Addresses and Other Information (Covers forms and publications addresses and official use information)	See Schedule 4 (DEFFORM 111)

Schedule 4

1. Commercial Officer

Sam Cufflin-Wallis, Building B15, MoD Donnington, Telford, Shropshire TF2 8JT

Email: Samantha.cufflin-wallis@babcockinternational.com

2. Project Manager, Equipment Support Manager or PT Leader (from whom technical information is available)

John Evason, Technical Officer, Building B15, MoD Donnington, Telford, Shropshire TF2 8JT

Email: John.Evason@babcockinternational.com

3. Packaging Design Authority

Organisation & point of contact:

N/A

(Where no address is shown please contact the Project Team in Box 2)



4. (a) Supply / Support Management Branch or Order Manager:

Branch/Name:

(b) U.I.N.

5. Drawings/Specifications are available from

See Box 2

6. Intentionally blank.

7. Quality Assurance Representative:

Commercial staff are reminded that all Quality Assurance requirements should be listed under the General Contract Conditions.

AQAPS and DEF STANs are available from UK Defence Standardization, for access to the documents and details of the helpdesk visit <http://dstan.uwh.diif.r.mil.uk/> [intranet] or <https://www.dstan.mod.uk/> [extranet, registration needed].

8. Public Accounting Authority

1. Returns under DEFCON 694 (or SC equivalent) should be sent to DBS Finance ADMT – Assets In Industry 1, Level 4 Piccadilly Gate, Store Street, Manchester, M1 2WD
☎ 44 (0) 161 233 5397

2. For all other enquiries contact DES Fin FA-AMET Policy, Level 4 Piccadilly Gate, Store Street, Manchester, M1 2WD
☎ 44 (0) 161 233 5394

9. Consignment Instructions

The items are to be consigned as follows:

10. Transport. The appropriate Ministry of Defence Transport Offices are:

A. DSCOM, DE&S, DSCOM, MoD Abbey Wood, Cedar 3c, Mail Point 3351, BRISTOL BS34 8JH

Air Freight Centre

IMPORTS ☎ 030 679 81113 / 81114 Fax 0117 913 8943

EXPORTS ☎ 030 679 81113 / 81114 Fax 0117 913 8943

Surface Freight Centre

IMPORTS ☎ 030 679 81129 / 81133 / 81138 Fax 0117 913 8946

EXPORTS ☎ 030 679 81129 / 81133 / 81138 Fax 0117 913 8946

B. JSCS

JSCS Helpdesk No. 01869 256052 (select option 2, then option 3)

JSCS Fax No. 01869 256837

www.freightcollection.com

11. The Invoice Paying Authority (see Note 1)

I&RM Accounts Payable Manager
Babcock Ltd, Building B15, Donnington, Telford, Shropshire TF2 8JT

E-mail: I&RM-accounts payable@babcockinternational.com

12. Forms and Documentation are available through *:

Ministry of Defence, Forms and Pubs Commodity Management

PO Box 2, Building C16, C Site

Lower Arncott

Bicester, OX25 1LP (Tel. 01869 256197 Fax: 01869 256824)

Applications via fax or email: DESLCSSL-opsformsandpubs@mod.uk

NOTES

1. Many DEFCONs and DEFFORMs can be obtained from the MOD Internet Site:

<https://www.aof.mod.uk/aofcontent/tactical/toolkit/index.htm>

Schedule 5 - Contract Change Process (i.a.w. clause A2.b) for Contract No: LSBU7/0191

1. Authority Changes

a. Subject always to **clause A2 (Amendments to Contract)**, the Authority shall be entitled, acting reasonably, to require changes to the Contractor Deliverables (a "Change") in accordance with this **Schedule 5**.

2. Notice of Change

a. If the Authority requires a Change, it shall serve a Notice (an "Authority Notice of Change") on the Contractor.

b. The Authority Notice of Change shall set out the change required to the Contractor Deliverables in sufficient detail to enable the Contractor to provide a written proposal (a "Contractor Change Proposal") in accordance with **clause 3** below.

3. Contractor Change Proposal

a. As soon as practicable, and in any event within fifteen (15) Business Days (or such other period as the Parties may agree) after having received the Authority Notice of Change, the Contractor shall deliver to the Authority a Contractor Change Proposal.

b. The Contractor Change Proposal shall include:

- (1) the effect of the Change on the Contractor's obligations under the Contract;
- (2) a detailed breakdown of any costs which result from the Change;
- (3) the programme for implementing the Change;
- (4) any amendment required to this Contract as a result of the Change, including, where appropriate, to the Contract Price; and
- (5) such other information as the Authority may reasonably require.

c. The price for any Change shall be based on the prices (including all rates) already agreed for the Contract and shall include, without double recovery, only such charges that are fairly and properly attributable to the Change.

4. Contractor Change Proposal – Process and Implementation

a. As soon as practicable after the Authority receives a Contractor Change Proposal, the Authority shall:

- (1) evaluate the Contractor Change Proposal;
- (2) where necessary, discuss with the Contractor any issues arising and, following such discussions, the Authority may modify the Authority Notice of Change and the Contractor shall, as soon as practicable, and in any event not more than ten (10) Business Days (or such other period as the Parties may agree) after receipt of such modification, submit an amended Contractor Change Proposal.

b. As soon as practicable after the Authority has evaluated the Contractor Change Proposal (amended as necessary) the Authority shall:

- (1) indicate its acceptance of the Change Proposal by issuing an amendment to the Contract in accordance with **clause A2 (Amendments to Contract)**; or
- (2) serve a Notice on the Contractor rejecting the Contractor Change Proposal and withdrawing (where issued) the Authority Notice of Change.

c. If the Authority rejects the Change Proposal it shall not be obliged to give its reasons for such rejection.

d. The Authority shall not be liable to the Contractor for any additional work undertaken or expense incurred unless a Contractor Change Proposal has been accepted in accordance with **clause 4.b.(1)**.

5. Contractor Changes

a. If the Contractor wishes to propose a Change, it shall serve a Contractor Change Proposal on the Authority, which shall include all of the information required by **clause 3.b**, and the process at **clause 4** shall apply.

STATEMENT OF WORK

BABCOCK

SPECIFICATION FOR REPAIR, CALIBRATION, MAINTENANCE AND SPARES SUPPORT

the contents of this specification are not to be communicated to a third party without the written agreement of Babcock DSG Repair Manager.

Prepared By

Mr Jack Jones
Repair Manager
Babcock DSG Limited
Building B15
MoD Donnington
Telford
TF2 8JT

Table 1– Equipment Covered by this Specification

ITEM No	NSN	DESCRIPTION	PART No
1	W116/6625-99-6207067	Mk 7 Rig Test Generator (Standard Version)	GM-C-50572
2	W116/6115-99-4423339	Mk 7 Rig Test Generator (Sealand Version)	GM-C-68700
3	W116/6115-99-6600126	Oil Conditioning Unit (Tornado 40 KvA)	GM-D-88390
4	W116/4920-99-7216539	Oil Conditioning Unit (Chinook)	GM-E-101129
5	W116/4920-99-4669680	Unit Control Load Bank 50 KvA	GM-E-56955
6	W116/6115-99-4669717	Load Bank 50 KvA	GM-C-56958
7	W116/3920-99-6600892	Truck Hydraulic Universal Component Lifting	GM-A-50667
8	W116/4920-99-4420833	Rig Test Rotary Actuator	NTS 8446-R3
9	W116/4920-99-4420479	Rig Test Linear Actuator Mk 1	GM 10338
10	W116/6115-99-3708767	Rig Test Inverter	EL 1777
11	W116/6625-99-3867233	Rig Test Inverter & Frequency Changer	EL 1777 (Mod S9)
12	W116/6625-99-6208322	Set Test Contactor	AE 7074-102
13	W116/4920-99-7346930	Mk 8B Rig Test Generator	GM-E-280025 B - R
14	W116/1660-99-6604984	AEA Test Cabinet	MM2007
15	W116/4820-99-7597891	B2 Oxygen Regulator Test Stand	818610
16	W116/4920-99-7786110	MK8C GTR (Sealand)	GM-E-100209C
17	W116/4920-99-2159973	Linear Actuator Rig Test Mk 2	83904863

Table 2 - For On-Site Calibration and Maintenance Tasking

LOCATION OF MK 7 & 8 GENERATOR TEST RIGS – ANNUAL CALIBRATION AND MAINTENANCE VISIT		
Unit	NSN	Qty
RAF Cranwell	W116/6625-99-6207067 (Mk 7 Standard Version)	1
DSG Sealand	W116/6115-99-4423339 (Mk7 Sealand Version)	2
LOCATION OF MK 7 GENERATOR TEST RIGS – ADDITIONAL 3 MONTHLY MAINTENANCE VISIT		
Unit	NSN	Qty
DSG Sealand	W116/6115-99-4423339	2
LOCATION OF TORNADO OCU'S – ANNUAL CALIBRATION AND MAINTENANCE VISIT		

Unit	NSN	Qty
DSG Sealand	W116/6115-99-6600126	1
LOCATION OF CHINOOK OCU – ANNUAL CALIBRATION AND MAINTENANCE VISIT		
Unit	NSN	Qty
DSG Sealand	W116/4920-99-7216539	1

Table 3 – Pressure Test Equipment

LOCATIONS OF PRESSURE TEST EQUIPMENT	
AEA Test Cabinet NSN - 1660-99-660-4984 MPN - MM2007	B2 Test Stand NSN - 4920-99-759-7891, MPN - 818610
Aldergrove	Brize Norton
Brize Norton	Culdrose
Coningsby	Henlow
Cosford	Marham
Cranwell	Stafford
Culdrose	Waddington
Henlow	Valley
Leeming	
Linton on Ouse	
Lossiemouth	
Marham	
Scampton	
Stafford	
Valley	
Waddington	
Yeovilton	

Table 4 – Technical Documents

EQUIPMENT PUBLICATIONS MAINTAINED AS REQUIRED	
Publication Reference	Title
120B-0101-1	Generator Test Rig MK 7 GM 50572 & GMC 67800
120B-0101-2	Generator Test Rig MK 7 GM 50572 & GMC 67800
120B-0101-3	Generator Test Rig MK 7 Illustrated Parts Catalogue
120B-0101-5F	Generator Test Rig MK 7 Associated Equipment
120B-0115-12	Generator Test Rig MK 8 Series
120B-0115-3	Generator Test Rig MK 8 Series
120B-0115-5F	Generator Test Rig MK 8 Series
120E-0101-5F	Rotary Actuator Test Rig (4G/4920-99-4420833)
120E-0101-12	Rotary Actuator Test Rig (4G 4420833)
120E-0103-1	Linear Actuator Test Rig GM 10338
120E-0103-2	Linear Actuator Test Rig GM 10338
120E-0112-123	Linear Actuator Test Rig MK 2 Part Number: GM-D-123434
120E-0112-3	Linear Actuator Test Rig MK 2
120E-0401-1	Inverter and Frequency Changer Tester
108T-0109-123	AEA (Aircrew Equipment Assemblies) Test Cabinet
108T-0109-5F	AEA (Aircrew Equipment Assemblies) Test Cabinet
112T-01135-12	B2 Oxygen Regulator Test Stand
12T-01135-5F	B2 Oxygen Regulator Test Stand

SPECIFICATION FOR THE CALIBRATION, REPAIR, MAINTENANCE AND SPARES SUPPORT FOR AIRCRAFT COMPONENT TEST EQUIPMENT

1. INTRODUCTION

1.1. This specification details the technical requirements to enable the Contractor to assess the work to be carried out against items listed in Table 1. A1 – Schedule 6.

2. STANDARD OF CALIBRATION, REPAIRS & MAINTANACE

2.1. All Articles covered under the Contract are to be repaired, tested, calibrated & maintained so that the completed equipment meets:

- Original Equipment Manufacturers (OEM) Specification
- Requirements for use, as specified and agreed by the User Authority (Platform Project Team) and in agreement with the Babcock Technical Manager.

2.2. Unless otherwise stated all Specifications shall be to the latest issue at the time the work is carried out. All Maintenance, Test, Calibration & Repair procedures shall be made available to the Technical Officer, upon request, to enable validity of testing to be assessed for Quality Assurance purposes.

2.3. Where drawings call for obsolete materials/parts or process specifications, details are to be submitted prior to the continuation of work. The approval of the Technical Manager will be required to proceed in this instance.

3. MAINTENANCE PROCEDURES

3.1. The Contractor shall be required to conduct On-Site Calibration and Maintenance Tasking for all equipment listed below. The Contractor is to conduct maintenance in accordance with the frequency stated at Table 2. All maintenance procedures are listed at Section 6 of this Statement of Work (SOW).

3.2. Upon completion of the repair work, a monthly report shall be generated and submitted to the Technical Officer or his deputy. This will be in the format of an On-Site Maintenance Form (Example at Schedule 12), or a suitable alternative which shall fully detail

- The date maintenance has been completed.
- The name and signature of the responsible engineer.
- A full description of the work carried out and any further work required.
- Any materials consumed in the completion of the agreed task
- Any recommendation for further work that is highlighted by the engineer while under taking the maintenance activity

3.3. Maintenance activities are also to be presented in spreadsheet format, quarterly. They should outline task number, cost, completion date and comments, if relevant.

4. REPAIR PROCEDURES

4.1. Repairs shall be requested via a Task Data Sheet (TDS) as detailed at Schedule 11.

4.2. Prior to visiting any establishment, the Contractor shall liaise with the point of contact (POC), where the equipment is held, to ensure that all applicable access permissions and staff clearances have been obtained. POC details can be obtained from the Technical Manager.

4.3. The Authority shall only be responsible for the supply of material and for work carried out on repairs that are expressly detailed within the Task Data sheet (TDS). Repairable assemblies and spares held by the Authority may be issued prior to work commencing, to replace the unserviceable repairable items. All items that are expected to be replaced during the repair activity should be highlighted on the TDS or on an additional document accompanying the TDS. This information should include NATO Stock Number (NSN) (where applicable), Part Number and quantity required.

4.4. Any material issued to the Contractor, by the Authority shall be held in a secure storage area. The Contractor shall be accountable for any material, in the form of an auditable record, until such a time as it is utilised in an authorised repair or returned to the Authority.

4.5. The Contractor shall repair items (as required) taken from equipment listed as listed at Table 1.A1. The Cost associated with any repair of items must be approved by the Technical Officer prior to commencement of work.

4.6. Any repairs carried out without prior authority will be at the Contractor's risk and may result in non-payment of work.

4.7. All repairs shall be completed in line with the turnaround times as stated by the Contractor in the tender process or, by exception, as agreed by the Technical Officer, by exception. If the Contractor is unable to meet the completion dates expected, the contractor shall notify the Technical Officer within 3 working days of the Task Data Sheet being raised.

4.8. If a survey of the equipment is required, prior to repair activity taking place, the Contractor shall raise a Task Data Sheet detailing the reasons for the visit, associated costs, timeframes and any other detail required regarding the need of the survey/site visit. Costs for survey/site visits should be separate to that of the repair activity. No survey cost shall be claimed if the repair activity is highlighted whilst the contractor is already at the equipment location for alternative works.

5. CALIBRATION PROCEDURES

5.1. Regarding the items listed at Item 2 of the Schedule 2 (SOR), there are a number of instruments and components fitted to equipment that require individual calibration. Calibration for each component is to be carried out as per the frequency stated on a label attached to that individual Article. These specified periods are not to be exceeded or anticipated by more than 10 working days without the agreement of the Technical Manager.

5.2. Each Item Under Calibration (IUC) shall comply with the published performance specification and shall be calibrated over the ranges and Cardinal points as specified in the following documents:

- MoD Calibration Statement of Work (In-Service CSOR)
- Legacy MoD Sponsored Calibration Procedure.

5.3. In the absence of both of the above the Contractor shall develop a Calibration Method, including a Cardinal point specification/checklist, that will attain the required

tolerance of the feature under test which meets the needs of the client. This shall be based upon the appropriate;

- ISO or British Standard.
- Manufacturer's recommended calibration procedure. Where this does not cover the full calibration requirements of the customer or application, and additional calibration is required to meet a specific measurement, the contractor must supply a full calibration procedure prior to undertaking the work. The Technical Manager should agree any such procedure.

5.4. Any difficulties in selecting the most appropriate procedure/specification may be referred to the Technical Manager for formal agreement/resolution.

6. TEST CERTIFICATION / DOCUMENTATION

6.1. Each scheduled maintenance activity or repair shall be subject to the tests defined in the Original Equipment Manufacturers (OEM) current Specifications, unless otherwise agreed with the Technical Manager. On satisfactory completion a test certificate shall be issued to:

- The Technical Manager
- Manager/Operator of the equipment

A further copy is to be retained by the Contractor.

6.2. The Contractor shall maintain all Calibration results for a minimum period of 6 years from the date of Calibration. Such results shall remain the property of the Authority and may be requested at any time. All data shall be produced and stored electronically and included in the cost of calibration.

6.3. Any additional work required, to perform additional testing as a result of unsatisfactory results, shall be carried out by the Contractor at no extra charge to the Authority.

6.4. The Contractor shall provide and maintain all test equipment required for the delivery of the contracted required as stated in the Schedule 2 (SOR).

7. SPARES SUPPORT

7.1 A pool of Non-Codified Authority owned Spares shall be assigned to the contractor following contract placement. These will be detailed as an Annex to the Contract, which will be updated by formal contract amendment in line with contractor reports at a quarterly frequency.

7.2 Each quarter, the contractor shall send a detailed list of all Authority owned equipment, spares and parts held at the contractors premises. These items must show: NSN (where applicable, MPN, Serial No., drawing No. (where applicable) and quantity held.

7.3 The cost to store Non-Codified Authority owned Spares shall be calculated using the storage costs detailed at Schedule 15.

7.4 During the Contract period there may be a requirement for codification of items, this will be agreed on an individual basis by the Technical Manager and shall be authorised against a Task Data Sheet.

7.5 The Contractor shall use the Non-Codified Authority owned Spares to support repair activities against this contract and shall use them to exhaustion, thereafter all spares

requirements are to be met by the contractor and detailed within individual Task Data Sheet submissions, using the agreed mark-up detailed at Schedule 15.

7.6 The Contractor must maintain accurate records of spares components held and used in the execution of the Contract and shall provide this in a report, at a frequency to be agreed following Contract placement.

7.7 The Spares Support provided by the Contractor shall also include:

- Package and Despatch of items for delivery to user Units
- Package and Despatch of items for delivery to MOD Stores in accordance with K9 of Terms and Conditions

**Schedule 7 - Tenderer's Commercially Sensitive Information Form
DEFFORM 539A for Contract No: LSBU7/0191 (i.a.w Condition A14)**

Contract No: **LSBU7/0191**

Description of Contractor's Commercially Sensitive Information:

None

Cross Reference(s) to location of sensitive information:

Explanation of Sensitivity:

Details of potential harm resulting from disclosure:

Period of Confidence (if applicable):

Contact Details for Transparency / Freedom of Information matters:

Name: Stuart Hawkins

Position: Head of Group Projects

Address: Laurence Walter House, Addison Road, Sudbury, Suffolk CO10 2YW

Telephone Number: +44 (0)1787 373282

Email Address: stuart.hawkins@themelgroup.co.uk

Schedule 8 - Purchase Order Template

DSG PLEASE PROCEED WITH THE SUPPLY OF GOODS/SERVICE AS DESCRIBED IN THIS ORDER.

Purchase Order No:

Page:
Date:

PURCHASE ORDER NUMBER MUST APPEAR ON ALL RELATED DOCUMENTS. FAILURE TO COMPLY MAY RESULT IN DELAYED PAYMENT.

<p>SHIP TO ADDRESS</p> <p>DELIVERY ADDRESS HERE</p> <p>Tel: Fax:</p>	<p>INVOICE TO ADDRESS</p> <p>I&RM Accounts Payable Project Mgr Babcock DSG, Building B15, Donnington, Telford, Shropshire, TF2 8JT, GB Tel: Fax:</p>
<p>SUPPLIER</p> <p>SUPPLIERS ADDRESS HERE</p> <p>Tel: Fax:</p>	<p>Authorised Signature -</p> <p>Authorised by - ORIGINATORS DETAILS HERE Contact - Fax Number - Email FRSTNAME.LASTNAME@babcockinternational.com</p>

THIS PURCHASE ORDER SHALL BE SUBJECT TO THE TERMS AND CONDITIONS SET OUT IN THE CONTRACT IDENTIFIED AS THE PO LINE.

Currency:

Line Item No	Item Description	Supplier Item No	Qty	Unit	Req Date	Price Unit	Discount	Total Ex VAT
--------------	------------------	------------------	-----	------	----------	------------	----------	--------------

SPECIAL INSTRUCTIONS:-

Terms of Delivery: ;

Acknowledged by: Signed: Date: In the capacity of:	Order Date Total (EXCL VAT) Total Value of Order
--	--

Terms and Conditions Delivery Note must accompany each order delivered and must be marked with PO number, ASN and Qty (usually in a Name Readable Barcode file).

AT Headoffice: 154 Pitt St

Schedule 9 - Discrepancy Report LSBU7/0191

Copies of the Discrepancy Report MOD Form 445, in pads of 100, can be obtained from the Forms and Publications address on the Contract.

This form should be used for reporting discrepancies in consignments of goods sent to the Contractor for repair.

Triplicate copies of the form should be completed in manuscript or typescript. Copies 1 & 2 should be sent to the Consignor, with copy 3 being retained by the Contractor.

MOD Form 445 (Revised 7/07)

<h2 style="margin: 0;">Discrepancy Report</h2>		Report No	<input style="width: 100%;" type="text"/>																																																																																																																																				
From (originator of report)		Reference	<input style="width: 100%;" type="text"/>																																																																																																																																				
<input style="width: 100%; height: 40px;" type="text"/>		To	<input style="width: 100%; height: 40px;" type="text"/>																																																																																																																																				
Goods Received by (if different from above)		Goods Dispatched by (if different from above)	<input style="width: 100%; height: 40px;" type="text"/>																																																																																																																																				
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<p>Section 1 -- Transport Details</p> <p>a. Carrier <input style="width: 100%; height: 40px;" type="text"/></p> <p>b. Type of Transport (✓ one box only)</p> <p>Road <input type="checkbox"/> Air <input type="checkbox"/></p> <p>Rail <input type="checkbox"/> Sea <input type="checkbox"/> - If so</p> <p>Container <input type="checkbox"/> Post <input type="checkbox"/></p> <p style="text-align: right;">Name of Vessel <input style="width: 100%;" type="text"/></p> <p>Convoy/Carrier Note No Wagon/Container/Vehicle No Wagon/Container Seal No Bill of Lading/Air Waybill No Freight Shipment Order No</p>																																																																																																																																							
<p>Section 2 -- Details of Discrepancy</p> <p>a. Reason for discrepancy (give Overleaf any other information likely to show reason for discrepancy) (✓ one box only)</p> <p> <input type="checkbox"/> Packaging <input type="checkbox"/> Loss or Damage in Transit <input type="checkbox"/> Faulty Selection </p> <p>b. Relevant Information</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th>Date Stores Received</th> <th>Date Stores Unpacked</th> <th>Packing/Loading List No</th> <th>Daily Receipt Sheet No</th> <th>Notification to Carrier Number</th> <th>Faulty Selection Date</th> </tr> <tr> <td><input style="width: 100%;" type="text"/></td> </tr> </table> <p>Package Number(s) <input style="width: 100%;" type="text"/></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="4">Only to be completed if applicable to stores in question</th> <th colspan="2">Package Defect Report</th> </tr> <tr> <th>Packages Invoiced Number</th> <th>Weight</th> <th>Packages Received Number</th> <th>Weight</th> <th>Number</th> <th>Date</th> </tr> <tr> <td><input style="width: 100%;" type="text"/></td> </tr> </table> <p> Were the wagon/container seals intact Yes <input type="checkbox"/> No <input type="checkbox"/> Were packages intact on receipt Yes <input type="checkbox"/> No <input type="checkbox"/> Were contents of broken packages checked on receipt Yes <input type="checkbox"/> No <input type="checkbox"/> Was a check made in front of carriers representative Yes <input type="checkbox"/> No <input type="checkbox"/> Was carriers note endorsed to show damage/discrepancy Yes <input type="checkbox"/> No <input type="checkbox"/> </p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th rowspan="3">As Invoiced</th> <th rowspan="3">As Received (if different)</th> <th rowspan="3">MOD Stock Reference</th> <th rowspan="3">Short Item (by Name)</th> <th rowspan="3">D of O</th> <th colspan="6">Quantities (see overleaf)</th> </tr> <tr> <th colspan="3">Invoiced</th> <th colspan="3">Received</th> </tr> <tr> <th>Serv</th> <th>Rep</th> <th>Scrap</th> <th>Serv</th> <th>Rep</th> <th>Scrap</th> </tr> </thead> <tbody> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> </tbody> </table>						Date Stores Received	Date Stores Unpacked	Packing/Loading List No	Daily Receipt Sheet No	Notification to Carrier Number	Faulty Selection Date	<input style="width: 100%;" type="text"/>	Only to be completed if applicable to stores in question				Package Defect Report		Packages Invoiced Number	Weight	Packages Received Number	Weight	Number	Date	<input style="width: 100%;" type="text"/>	As Invoiced	As Received (if different)	MOD Stock Reference	Short Item (by Name)	D of O	Quantities (see overleaf)						Invoiced			Received			Serv	Rep	Scrap	Serv	Rep	Scrap																																																																																							
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Schedule 10 – Strip and Survey Report – LSBU7/0191

UNCLASSIFIED



Defence & Security Division
Repair and Strip Survey Report

Job No/PR No: [REDACTED]

LSBU7/0191

Equipment Description	[REDACTED]		
Equipment Serial No	[REDACTED]	Modification State	[REDACTED]
NATO Stock Number	[REDACTED]	Date of Last Repair	[REDACTED]
Date	[REDACTED]	Application for BER	YES/NO*

INSPECTION

a. Comments on Initial Condition: [REDACTED]

b. Repair/Condemnation Assessment: (to include any labour & new parts required.) [REDACTED]

ESTIMATED COST OF REPAIR

Total Labour	£ [REDACTED]	[REDACTED] hours @ £ [REDACTED] per hour
Total Materials	£ [REDACTED]	(including packaging if appropriate)
Cost of Survey	£ [REDACTED]	
Transportation	£ [REDACTED]	
TOTAL	£ [REDACTED]	

Prepared by: [REDACTED] Signature: [REDACTED]

I&RM Repair Manager Authorisation

Authority to Proceed with the Repair: YES/NO*
 Name: [REDACTED] Signature: [REDACTED] Date: [REDACTED]

*Delete as appropriate
 (Note: Attach any photographs or additional internal equipment survey reports as appropriate.)

TASK DATA SHEET

CONTRACTOR:	EQUIPMENT SUPPORT AUTHORITY/ PROJECT OFFICER: Tel: Fax:	CONTRACT NO: PROJECT:
		TASK NO.
		ISSUE NO.

TASK TITLE:

1. TASK DEFINITION (Including Dependencies)

ORIGIN:	DATE RECEIVED:	REF. DOC.:
START DATE:	FINISH DATE:	or DURATION:

2. FIRM PRICE QUOTATION BY CONTRACTOR

The Task defined in Part 1 is submitted for authorisation against the following quotation:

	HOURS	RATE(£/Hr)	PRICE(£)
LABOUR			
MATERIALS			
MATERIALS (Including Sub-Contracts)			
TOTAL			

Signature: Name: Appointment: Date:

3. PROJECT MANAGER APPROVAL

The work described is required to be carried out and the price is commensurate with the work undertaken.

Signature: Name: Appointment:
Date:.....

4. COMMERCIAL BRANCH AUTHORISATION

The Contractor is duly authorised to carry out the work detailed in Part 1, for the price at Part 2 of this form. Commercial authority is only required where the value exceeds the delegation of the Project Manager.

Signature: Name: Appointment:
Date:.....

5. TASK COMPLETION

This is to certify that the above task has been completed to the satisfaction of the Equipment Support Manager, and payment may now be claimed.

Signature: Name: Appointment:
Date:

**Copies of approved TDS's are to be sent to: Technical Officer
(See Box 2 of Schedule 4 to Contract – DEFFORM 111)**

Schedule 12 – On-Site Maintenance Form

AFG 8992 – ON SITE MAINTENANCE FORM

Copies of the On Site Maintenance Record Form can be obtained
from the Forms and Publications address
(as detailed in the DEFFORM 111 – Appendix to Contract)

Forms should be completed and distributed as follows;

- Copy 1 – To be forwarded to the Project Manager
- Copy 2 – To be retained by unit
- Copy 3 – To be retained by the Contractor

Alternatively submit a suitable form which included the Key requirements below,

1. Point of Contact (POC) & Address at site location & Date of visit
2. Task Number & Contract number
3. Equipment description & Serial number of equipment(s)
4. Action taken during visit
(including work carried out, parts/spares used, Findings/problems, hours spent on the task)
5. Advisory/recommendations as a result of the work carried out on site
6. Signature of the contractors engineer carrying out the task
7. Signature of the end user or POC at the site

Additional fields will be taken into consideration following a review from the Technical Manager.

Schedule 13 – (BER) Beyond Economical Repair Form LSBU7/0191

UNCLASSIFIED



trusted to deliver™

Tender LSBU7/0191

Defence & Security Division

Application for Disposal of BR/BER Equipment



<p>Suppliers Name/Address: _____ _____ _____</p> <p>Telephone No: _____</p>	<p>Form Ref No: _____</p> <p>Contract/Order No: _____</p> <p>Contract/Order Item No: _____</p> <p>Select as Applicable</p>	
<p>Project: _____</p>		
<p>Type of Item/Equipment: _____</p>		
<p>Serial No: _____</p>	<p>Part No: _____</p>	<p>NSN: _____</p>
<p>1. The above mentioned item/equipment has been received for Repair and Overhaul in accordance with the Special Conditions of the above Contract/Order. In view of its condition, this item/equipment is considered Beyond Repair/Beyond Economical Repair for the reasons stated below:</p> <p>2. Please provide instructions for disposal.</p>		
<p>Brief Description of Condition of Item/Equipment: _____ _____ _____</p>		
<p>Signature: _____</p>	<p>Position: _____</p>	<p>Date: _____</p>
<p>Contractor Comments: _____ _____</p>		
<p>Signature: _____</p>	<p>Position: _____</p>	<p>Date: _____</p>
<p>Babcock Technical Comments: _____ _____</p>		
<p>Signature: _____</p>	<p>Position: _____</p>	<p>Date: _____</p>

Schedule 16 – Export Licence (i.a.w. clause A17.g) for Contract No: LSBU7/0191

Condition to be included in relevant subcontracts

Export Licence

1. In this Condition the following words and expressions shall have the meanings set respectively against them:

- a. "Agreement" means this subcontract;
- b. "Authority" means the Secretary of State for Defence of the United Kingdom of Great Britain and Northern Ireland;
- c. "Contract" means Contract No LSBU7/0191 between the Authority and the Contractor;
- d. "Contractor" means [insert name of prime contractor];
- e. "First Party" means [insert name of purchaser];
- f. "Second Party" means [insert name of supplier].

2. In this Condition, "foreign" and "Overseas" shall be understood from the position of the Authority and be regarded as "non-UK".

3. The Second Party shall notify the First Party promptly if the Second Party becomes aware that all or part of any article or service (including information and software) to be delivered under the Agreement is or will be subject to a non-UK export licence, authorisation or exemption or any other related transfer control that imposes or will impose end use, end user, re-export or re-transfer or re-export restrictions, or restrictions on disclosure to individuals based upon nationality, affecting the Authority, the Contractor or both. This does not include the Intellectual Property-specific restrictions of the type referred to in **clause D1 (Third Party Intellectual Property – Rights and Restrictions)** of the First Party's Conditions of Contract.

4. If requested by the First Party, the Second Party shall give the First Party a summary of every existing or expected licence and restriction referred to in **clause 3** and any related obligation or restriction to the extent that they place an obligation or restriction upon the First Party or the Authority with which the First Party or the Authority must comply, including to the extent applicable to such obligations or restrictions:

- a. the exporting nation, including the export licence number (where known);
- b. the article or service (including software and Information) affected;
- c. the nature of the restriction and obligation;
- d. the authorised end use and end users and other parties;
- e. any specific restrictions on access by third parties, or by individuals based upon their nationality, to the articles or to anything Delivered or used in the performance or fulfilment of the services; and
- f. any specific restrictions on re-transfer or re-export of the articles or of anything Delivered or used in the performance or fulfilment of the services.

The Second Party shall not be required to disclose any of the provisos to a licence (or even the existence of them) to the extent that they do not relate to an obligation or constraint with which the First Party or the Authority must comply.

5. When an export licence is required from a foreign government for the performance of the Agreement, the Second Party shall promptly consult with the First Party on the licence requirements and, where the Second Party is the applicant for the licence:

a. ensure that when end use or end user restrictions, or both, apply to all or part of any Article or Service to be Delivered under the Contract, the Second Party, unless otherwise agreed with the Authority, identifies in the licence application:

(1) the end user as: Her Britannic Majesty's Government of the United Kingdom of Great Britain and Northern Ireland (hereinafter "HM Government"), and

(2) the end use as: For the Purposes of HM Government;

b. include in the submission for the licence a statement that "information on the status of processing this license application may be shared with the [insert name of the Contractor] and the Ministry of Defence of the United Kingdom";

c. include in the submission the information that the First Party (and any intermediary parties in the supply chain, as applicable) and the Contractor will be recipients and users of the items, including information, for the performance of the Contract.

6. If the information required under **clauses 3 and 4** has been provided previously to the First Party by the Second Party, the Second Party may satisfy these requirements by giving details of the previous notification and confirming they remain valid and satisfy the provisions of **clauses 3 and 4**.

7. If the Second Party becomes aware of any changes in the information notified previously under **clause 3, 4 or 6** that would affect the Contractor's or the Authority's ability to use, disclose, re-transfer or re-export an item or part of it as is referred to in those clauses, the Second Party shall notify the First Party promptly of the change.

8. If the Second Party or any subcontractor in the performance of the Agreement needs to export materiel for which an export licence from a foreign government is required, the responsibility for instituting expeditious action to apply for and obtain the licence shall rest with the Second Party or that subcontractor. The First Party will liaise with his purchaser to enable the Authority to provide all reasonable assistance in obtaining and maintaining any export licence from the foreign government with regards to any defence or security issue that may arise.

9. Where the Agreement performance requires the export of items for which a foreign export licence is required, the Second Party shall include the dependencies for the export licence application, grant and maintenance in the Agreement risk register and in the risk management plan for the Agreement, with appropriate review points. Where there is no requirement under the Agreement for a risk management plan the Second Party shall submit an Export Licence Plan for agreement with the First Party.

10. The Authority may make a written request to the Contractor to seek a variation to the licence conditions to a foreign export licence to enable the Authority to re-export or re-transfer a licensed item or licensed information from the UK to a non-licensed third party. If the Authority makes such a request that is transmitted to the Second Party by the First Party, the Second Party shall, or procure that the Second Party's subcontractor will, expeditiously consider whether or not there is a reason why it should object to making the request and, where it has no such objection, file an application to seek a variation of the applicable export licence in accordance with the procedures of the licensing authority. The First Party shall provide information, certification and other documentation necessary to support the application for the requested variation that it has received. A fair and reasonable charge for this service based on the cost of providing it will be borne by the Authority.

11. Where the Second Party subcontracts work under the Agreement, which is likely to be subject to foreign export control, the Second Party shall use reasonable endeavours to incorporate in each subcontract the same terms as set out in these **clauses 1 - 14**. Where it

is not practicable to include these said terms, the Second Party shall report that fact and the circumstances to the First Party.

12. Where the First Party provides materiel (information and items, including software) to enable the Second Party to perform the Agreement, and that materiel is subject to a non-UK export licence or other related technology transfer control as described in **clause 3**:

a. the First Party may, or at the request of the Second Party, undertake to, give the Second Party a summary of every non-UK export licence or other related technology transfer control of which it is aware that would affect the Second Party's ability to perform the Agreement including, to the extent applicable to the Second Party's performance of the Agreement:

- (1) the exporting nation, including the export licence number (where known);
- (2) the items or information affected;
- (3) the nature of the restriction and obligation;
- (4) the authorised end use and end users;
- (5) any specific restrictions on access or use by third parties, or by individuals based upon their nationality, to the items or information affected; and
- (6) any specific restrictions on re-transfer or re-export to third parties of the items or information affected.

b. This will not include Intellectual Property specific restrictions of the type mentioned in **clause D1 (Third Party Intellectual Property – Rights and Restrictions)** in relation to the First Party's Conditions of Contract instead of the Contractor.

c. The Second Party and its subcontractors, where access by these restrictions is also authorised, shall abide by the lawful restrictions so notified by the First Party.

d. The Second Party shall notify the First Party immediately if it is unable for whatever reason to abide by any restriction advised by the First Party to the Second Party under clause 12.

13. Where restrictions are advised by the First Party to the Second Party under **clause 12**, the First Party and the Second Party shall act promptly to mitigate their impact. If these restrictions adversely affect performance of the Agreement by the Second Party, then the First Party shall consult with the Second Party on alternative solutions and the terms of the Agreement shall be amended to give effect to the agreed solution. If no alternative solution satisfying the essential terms of the Agreement is agreed by the Parties then the First Party shall have the right to terminate the Agreement. Termination under these circumstances will be in accordance with the principles of **clause A22 (Termination for Convenience)** of the First Party's Conditions of Contract.

14. Without prejudice to United Kingdom Government's position on the validity of any claim by a foreign government to extra-territoriality, the Authority has undertaken to provide the Second Party with all reasonable assistance to facilitate the granting an export licence by a foreign Government in respect of performance of the Agreement.

Schedule 17 Acceptance Procedure (i.a.w. condition K8) for Contract No: LSBU7/0191

INTENTIONALLY LEFT BLANK – PLEASE REFER TO CONDITION K8

**Schedule 18 - Hazardous Articles, Materials or Substances Supplied under the
Contract: Data Requirements**

**Hazardous Articles, Materials or Substances
Statement by the Contractor**

Contract No: LSBU7/0191

Contract Title: Contract Conditions for the Repairs, Calibration, Maintenance and Spares Supply for Aircraft Component Test Equipment.

Contractor: MEL Aviation Ltd

Date of Contract:

* To the best of our knowledge there are no hazardous Articles, materials or substances to be supplied.

* To the best of our knowledge the hazards associated with materials or substances to be supplied under the Contract are identified in the Safety Data Sheets (Qty:) attached in accordance with the **“Supply of Hazardous Material or Substance in Contractor Deliverables”**.

Contractor's Signature:

Name:

Job Title:

Date:

* check box () as appropriate

To be completed by the Authority

Domestic Management Code (DMC):

NATO Stock Number:

Contact Name:

Contact Address:

Copy to be forwarded to:

Hazardous Stores Information System (HSIS)
Defence Safety Authority (DSA)
Movement Transport Safety Regulator (MTSR)
Hazel Building Level 1, #H019
MOD Abbey Wood (North)
Bristol BS34 8QW

**Schedule 19 - Timber and Wood - Derived Products Supplied under the
Contract: Data Requirements**

Contract No: LSBU7/0191

Schedule of Requirements item and timber product type	Volume of timber delivered to the Authority with FSC, PEFC or equivalent evidence	Volume of timber delivered to the Authority with other evidence	Volume (as delivered to the Authority) of timber without evidence of compliance with Government Timber Procurement Policy	Total volume of timber delivered to the Authority under the Contract

Schedule 20 – Novation Agreement

DATED

AGREEMENT TO NOVATE A CONTRACT

between

CONTINUING PARTY

and

[SECRETARY OF STATE FOR DEFENCE]

and

[BABCOCK DSG LIMITED]

THIS AGREEMENT is dated [DATE]

PARTIES

[FULL COMPANY NAME] incorporated and registered in England and Wales with company number [NUMBER] whose registered office is at [REGISTERED OFFICE ADDRESS] (**Continuing Party**).

[SECRETARY OF STATE FOR DEFENCE] (**MoD**).

[BABCOCK DSG LIMITED] incorporated and registered in England and Wales with company number [NUMBER] whose registered office is at [REGISTERED OFFICE ADDRESS] (**Babcock**).

BACKGROUND

The Continuing Party and the MoD are party to a contract for [DESCRIBE CONTRACT] dated [DATE] (the **Contract**).

The MoD and Babcock entered into a Land Equipment Service Provision and Transformation Contract dated 31 March 2015 (the **SPC**) in respect of which certain services transfer, on a phased basis, from the MoD to Babcock. The MoD wishes to transfer its rights and obligations under the Contract to Babcock as part of the transfer of services under the SPC.

The MoD shall continue to be liable for any failure by it to perform its obligations under the Contract before the Effective Date, with Babcock assuming responsibility for all other liabilities so arising in the MoD's place.

The parties have therefore agreed to novate the MoD's rights, obligations and liabilities under the Contract to Babcock on the terms of this agreement with effect from [DATE] (**Effective Date**).

AGREED TERMS

NOVATION

With effect from the Effective Date, the MoD transfers all its rights and obligations under the Contract to Babcock. Babcock shall enjoy all the rights and benefits of the MoD under the Contract, and all references to the MoD in the Contract shall be read and construed as references to Babcock.

Babcock agrees to perform the Contract and be bound by its terms in every way as if it were the original party to it in place of the MoD.

The Continuing Party agrees to perform the Contract and be bound by its terms in every way as if Babcock were the original party to it in place of the MoD.

RELEASE OF OBLIGATIONS AND LIABILITIES

The Continuing Party and the MoD release each other from all future obligations to the other under the Contract.

Nothing in this agreement shall affect or prejudice any claim or demand that the Continuing Party or the MoD may have against the other under or in connection with the Contract arising before the Effective Date.

GOVERNING LAW

This agreement and any dispute or claim (including non-contractual disputes or claims) arising out of or in connection with it or its subject matter or formation shall be governed by and construed in accordance with the law of England and Wales.

JURISDICTION

Each party irrevocably agrees that the courts of England and Wales shall have exclusive jurisdiction to settle any dispute or claim (including non-contractual disputes or claims) arising out of or in connection with this agreement or its subject matter or formation.

Signed

for and on behalf of [SECRETARY OF STATE FOR DEFENCE]

Date

Signed

for and on behalf of [BABCOCK DSG LIMITED]

Date

Signed

for and on behalf of [CONTINUING PARTY]

Date

Schedule 21 – DRAFT Quality Plan

	<p>QUALITY PLAN</p>	<p>QAP LSBU7/0191 Issue: 1 Page 1 of 13 Date: 07/12/2016</p>
<p>MEL Aviation Ltd, Sudbury, Suffolk, CO10 2YW. Tel: (01787) 373282 Fax: (01787) 310812</p>		

TITLE	QUALITY PLAN
PROJECT	Repairs, Calibration, Maintenance & Spares Supply for Aircraft Component Test Equipment
TENDER/ CONTRACT SPECIFICATION	LSBU7/0191

Prepared by:



.....
 R Austin Quality Manager

Customer Acceptance:



QUALITY PLAN

QAP LSBU7/0191

Issue: 1

Page 2 of 13

Date: 07/12/2016

MEL Aviation Ltd, Sudbury, Suffolk, CO10 2YW
Tel: (01787) 373282 Fax: (01787) 310812

1 REVIEWS, REVISIONS & CHANGE CONTROL (AQAP-2105 3.4)

1.1 QUALITY PLAN REVIEW (AQAP-2105 3.4.1)

As a controlled document this Quality Plan will form an integral part of the performance of the contract and as such shall be subject to internal audit and review as applicable throughout the contract lifecycle as per the requirement of regulatory standard: AS9100 Rev C. Aviation Ltd are approved to this regulatory standard with no justified exclusions. The approved scope of supply is included within the certificate of registration provided with this quality plan and the formal MEL Aviation Ltd submission.

1.2 QUALITY PLAN REVISIONS (AQAP-2105 3.4.2)

The Quality Plan QAP LSBU7/0191 relating to LSBU7/0191 shall be approved and revision controlled by MEL Aviation Ltd as per internal "Control of Internal And External Documents" Procedure MPS-G-030. Any revision changes made by MEL Aviation Ltd shall be submitted to the customer: (Babcock) for evaluation.

1.3 PROCEDURE FOR AMENDMENT OF THE QUALITY PLAN (AQAP-2105 3.4.3)

The procedure outlining the operations and methods for amending the Deliverable Quality Plan and any associated other documentation is "Control of Internal And External Documents" Procedure MPS-G-030. see appendices section.

1.4 DELIVERABLE QUALITY PLAN CHANGE CONTROL (AQAP-2105 3.4.4)

The Deliverable Quality Plan shall be controlled as per "Control of Internal And External Documents" Procedure MPS-G-030 to ensure that changes, identity, approval status, version/issue and date of issue are clearly indicated. For this Quality Plan a control sheet/amendment record shall be maintained as per section 1.5 as follows:

1.5 CONTROL SHEET/AMENDMENT RECORD

CHANGE DETAILS	IDENTITY	APPROVAL STATUS	ISSUE	DATE OF ISSUE
INITIAL ISSUE	LSBU7/0191	Original	1	09/01/2017

1.6 ORDER OF PRECEDENCE (AQAP-2105 4.10.4)

The content of contract LSBU7/0191 and subsequent demands to supply goods and services under that contract shall prevail over the contents of this Quality Plan in the event of any inconsistency. Where there is conflict between associated internal quality procedures, this Quality Plan will take order of precedence.



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1.7 DISTRIBUTION LIST

DISTRIBUTED TO:	COPY #
MEL Aviation Ltd Quality Department	1
MEL Aviation Ltd Projects Department	2
Babcock	3

1.8 ACRONYMS, ABBREVIATIONS AND DEFINITIONS (AQAP-2105 4.3)

ACRONYM / ABBREVIATION	DEFINITION
AQAP-2105	Allied Quality Assurance Plan 2105 (NATO Requirements For Deliverable Quality Plans)
AQAP-2110	Allied Quality Assurance Plan 2110 (NATO Quality Assurance Requirements For Production)
AQAP-2120	Allied Quality Assurance Plan 2120 (NATO Quality Assurance Requirements For Production)
AQAP-2130	Allied Quality Assurance Plan 2130 (NATO Quality Assurance Requirements For Inspection And Test)
QMS	Quality Management System
ISO	International Organisation for Standardisation
MEL	MEL Aviation Ltd
ACQUIRER	Customer
QP	Quality Plan
SUPPLIER	Organisation that acts in a contract as the provider of products to the Acquirer
SUB SUPPLIER	Provider of products to the Supplier
IAW	In Accordance With
OMS	Obsolescence Management System
DO	Design Organisation
MPS-F	MEL Process Specification Form
MPS-G	MEL Process Specification General (Procedure)
TBC	To Be Confirmed
CMP	Configuration Management Plan



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2 PROJECT DESCRIPTION (AQAP-2105 4.2)

The project covers the Repairs, Calibration, Maintenance & Spares Supply for Aircraft Component Test Equipment. Repairs, Calibration & maintenance will be on site at customer premises in most cases. Some will be carried out at MEL premises on an ad hoc basis. Spares will be supplied from MoD owned stock as required & until exhausted. MoD stock will be stored at MEL premises.

2.1 ORGANISATION AND RESPONSIBILITIES (AQAP-2105 4.4) (ISO9001:2008 5.5.1)

The MEL Aviation Ltd organisational structure applicable to meeting the requirements of the contract and/ or corresponding purchase orders is documented within the QMS manual ref: 7123ASR001. MEL Aviation Ltd are approved to regulatory standard AS9100 Rev C with no justified exclusions. The nominated Certification Body is BSI. Certificate of registration N°: FM630757 refers.

The entire MEL AVIATION LTD QMS is available to the customer for information wherever required. (See appendices section)

2.1.1 QUALITY/MANAGEMENT REPRESENTATIVE (AQAP-2105 4.4) (ISO9001:2008 5.5.2)

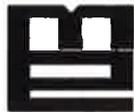
The project nominated Quality Representative responsible for the issue and maintenance of this Quality Plan, the company QMS and associated documents/ processes required to meet the contract and purchase order requirements is Mr R. Austin. Head of Group Quality. This person has been employed by MEL Aviation Ltd since September 1984 (over 32 years experience within the industry)

Email: bobaustin@melaviation.co.uk. Direct Tel: 01787 468258, Mob 07736156908.

The project Quality Representative reports directly to Mr G.W.Harvey. Managing Director MEL Aviation Ltd (MELGroup). Mr Harvey has in excess of 45 years experience within MEL Aviation and the associated industry.

The reporting structure is detailed within the MEL Aviation Ltd QMS documentation which is fully available to the Customer/ Acquirer.

The Quality Representative is the Customer/ Acquirer focal point on all on all matters related to Quality and shall ensure that lines of communication are established and maintained IAW AQAP-2120 7.2.3.

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2.1.2 QUALITY DEPARTMENT (AQAP-2105 4.4) (ISO9001:2008 5.5.2)

The Quality Department within MEL AVIATION LTD consists of (6) six Quality Engineers, one of which is a nominated deputy for the Quality Manager/ Head of Group Quality, to ensure consistency on all Quality matters in the absence of the project Quality Representative. The Quality Engineers are responsible for various quality activities including but not limited to:

Ensuring that all products despatched conform to the contract and purchase order specific requirements, and to assist with the maintenance and development of the QMS, Quality Plan and support continual improvement projects to aid gainshare and product/ process improvements.

The MEL Aviation Ltd Quality Manual Ref: 7123ASR001 details the organisational chart and structure operated within MEL Aviation Ltd.

2.1.3 PROJECT MANAGEMENT REPRESENTATIVE (AQAP-2105 4.4)

The nominated Project Manager responsible for all conditions related to the requirements of LSBU7/0191 is Mr S. Hawkins. Head of Group Projects. The nominated Project Manager reports directly to Mr G.W.Harvey. Managing Director.

Mr Hawkins is a member of the Royal Aeronautical Society and has in excess of 17 years in a senior project management position within MEL Aviation.

2.1.4 CUSTOMER (AQAP-2105 4.4)

The Customer QAR or QA Focal Point is to be confirmed by Babcock if applicable.

2.1.5 RESOURCE MANAGEMENT (AQAP-2105 4.5, 4.7.5)

MEL Aviation Ltd formalise a detailed project plan carry out a full capability review to ensure the requirements of LSBU7/0191 (applicable to all projects as a standard control) can be met in full. Procedure: MPS-G-386 and documented records: MPS-F-155/ 156 details the MEL Aviation Ltd project management process. The Quality Policy is used to ensure that MEL Aviation Ltd provides personnel with the necessary facilities, resources, training and infrastructure to achieve product realisation. A commitment towards improvement is invested in all MEL Aviation Ltd personnel.

The identification of training needs, supply of training and the evaluation of the effectiveness of the training provided together with the requirement of documentation and records are all detailed within MEL Aviation Ltd procedure MPS-G-088

3 QUALITY MANAGEMENT SYSTEM ACTIVITIES (AQAP-2105 4.6)

The QMS is planned in accordance with ISO9001:2008 and AS9100 Rev C. The Quality Policy is established by Top Management and defines the basic direction in which the organisation is to be managed.

The Quality Objectives are also set by Top Management and flowed down from the Quality Policy.

The Quality Policy and Quality Objectives are included in within the MEL Aviation Ltd Quality Manual Ref: 7123ASR001.

A full program of independent system monitoring (internal audits) is established by the Head of Group Quality to verify compliance with customer, contractual, statutory and regulatory requirements.



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3.1 PROCESSES (AQAP-2105 4.6.1)

The MEL Aviation Ltd Quality Manual Ref: 7123ASR001 describes how processes are identified and describes their application, ownership and interaction. The criteria and methods to ensure that the processes are effective are managed by the relevant Department Manager based on the "Plan Do Check Act" (continual improvement) philosophy.

3.2 DOCUMENTATION (AQAP-2105 4.6.2) (ISO9001:2008 4.2)

QMS documentation including: Plans, Policies, Manuals, Procedures, Records and other forms of technical literature are used to ensure the effective provision of the customers' requirements. These documents, whether internal or external are detailed within "Control of Internal and External Documents" Procedure MPS-G-030.

Records are controlled as per the "Quality Record Retention" Procedure MPS-G-087.

4 PRODUCT REALISATION ACTIVITIES (AQAP-2105 4.7)

4.1 PLANNING OF PRODUCT REALISATION & CONTROL OF PRODUCTION AND SERVICE PROVISION (AQAP-2105 4.7.1, 4.7.5)

4.1.1 GENERATION OF QUALITY PLANS (AQAP-2105 4.7.1)

- a) Self explanatory as previously referenced within this document.

4.1.2 MANUFACTURED PRODUCTS (IF APPLICABLE) (AQAP-2105 4.7.5) (AQAP-2120 7.5.3)

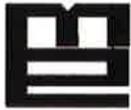
In order to control manufactured and assembled products, the processes are planned and carried out using Job Record Cards (JRC's) MPS-F-548 which details each operation including part and material traceability along with the relevant inspection records at each operational stage.

Where numerous items are assembled together a separate sub assembly JRC or master record card (MPRC) is generated, which also includes the inspection record for that assembly.

Full configuration control is maintained by listing/ recording all parts used including issue status and dates as an attachment to the job card. MEL Aviation Ltd operates a Foxpro operating system across the entire organisation to control and maintain all functions and transactions. This Foxpro system is saved/ backed up on a daily basis as a part of the organisations business continuity policy. Configuration control and traceability is therefore maintained and is demonstrable at all times both during and after contract activities.

4.1.3 SUPPLIED/ PURCHASED PRODUCTS (AQAP-2105 4.7.5)

Please also refer to paragraph 4.1.2. MEL Aviation Ltd maintains and control approved suppliers within the supply chain. Records of all purchasing and verification of purchased parts activities are maintained as an inherent function of the FoxPro system.



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4.2 CUSTOMER RELATED PROCESSES (AQAP-2105 4.7.2)

4.2.1 ORDER PROCESSING

LSBU7/0191 will be processed, managed and controlled by the MEL Aviation Ltd Project Manager (Head of Group Projects). Customer related communication may be via E-mail, facsimile, telephone, post or any other format. MEL Aviation Ltd shall maintain a record of all customer related correspondence within the assigned project file.

4.2.2 CONTRACT REVIEW (AQAP-2105 4.7.2) (ISO9001:2008 7.2.2)

Contract Review is carried out IAW "Contract Review" Procedure MPS-G-039.

This procedure is established to ensure that all contracts and/or orders for design, new build or repair activities are fully examined to ensure that all contractual requirements are recognised, understood and evaluated prior to acceptance. Once accepted, the assigned Project Manager is responsible for ensuring that all of the customer requirements are communicated to the relevant departments and personnel within the Company.

Consideration is also afforded to any specific security classification requirements.

Contract Reviews are not to be confused with Design Review meetings. A contract review is carried out prior to allocation of a Master Record Card N^o (See MPS-G-022).

Controls associated with Customer and Government Furnished Assets or Property are an inherent part of the contract review process.

4.3 DESIGN & DEVELOPMENT (AQAP-2105 4.7.3) (ISO9001:2008 7.3) (AS APPLICABLE)

Design activities are processed IAW the MEL Aviation Ltd Design Office Procedures which are defined by series within the Company Operating Manual. MEL Aviation Ltd are also approved by the UK Military Aviation Authority (MAA) under the Design Approved Organisation Scheme (DAOS) system. At all stages of the design process the Acquirer will be consulted/informed of the progression and technical proposals.

At suitable stages, systematic reviews of design and development are conducted to evaluate the ability of the results of design and development to fulfil requirements. Records of all design reviews are maintained as a quality record.

4.4 PURCHASING INCLUDING CONTROL OF SUB SUPPLIERS (AQAP-2105 4.7.4)

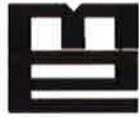
To ensure that purchased products conform to the specified requirements, a procedure ref: MPS-G-019 is established and followed. This procedure details and references the independent review of the purchase order by MEL Aviation Ltd Quality Department.

MEL Aviation Ltd shall on request provide the customer with a copy of any subcontracts or orders for product related to LSBU7/0191. MEL Aviation Ltd shall notify the customer of any subcontract or order which has been identified as constituting or involving a risk.

A further Procedure is established to control the initial Sub Supplier selection and evaluation process followed by the re-evaluation of the Supplier. The procedure is "Vendor Appraisal" MPS-G-016. See appendices section.

Inspection of purchased products is detailed in section 7.2 of this document.

To ensure the Supplier has the relevant and required information sufficient to comply with the contractual requirements, MEL Aviation Ltd shall flow down the applicable contractual requirements to



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Suppliers by referencing the stated contractual requirement, including relevant AQAP(s) as well as any additional requirements as deemed necessary by MEL Aviation Ltd. The Customer shall be given right of access to the suppliers or subcontractors premises to verify the compliance of purchased product.

4.5 PRODUCTION & SERVICE PROVISION

See sections 2.1.5 and 4.1.

4.6 CONTROL OF MONITORING AND MEASURING DEVICES (AQAP-2105 4.7.6) (AQAP-2120 7.6) (ISO9001:2008 7.6)

MEL Aviation Ltd have a robust system in place to control and monitor all monitoring, test and measurement equipment. At the tender/ contract review stages, MEL Aviation Ltd reviews and determines which monitoring and measurement activities will need to be undertaken and which monitoring and measuring devices are needed to provide evidence of conformity of product to determined requirements.

The procedure detailing the control of monitoring and measuring devices is "Control of Inspection, Measuring And Test Equipment" Procedure MPS-G-021.

4.7 CONFIGURATION MANAGEMENT (AQAP-2105 4.7.7) (AQAP-2120 7.7.2)

Revision Control for all Quality documentation shall be managed through "Control of Internal and External Documents" Procedure MPS-G-030. see appendices section.

For all technical drawings, revision control shall be covered by the "Drawing Change Note" Procedure MPS-G-361. See appendices section.

The configuration management processes of the company take account of the guidelines and the requirements of Def-Stan 05-57. The applicable company procedures (MPS-G-416) provide for configuration control to the satisfaction of the relevant Ministry of Defence PT or other customer.

A Configuration Management Plan (CMP), otherwise known as a Parts Management Plan, is established as required in accordance with specific Project requirements. The CMP identifies the procedures for the relationship between the Configuration Control Board (CCB) and the Local Technical Committee (LTC).

The purpose of the CCB is to review and take decisions on changes to the equipment specification or its design which could significantly affect project performance, cost, timescales or delivery. The CCB is established by the MoD PTL during early development stages of the project.

Configuration is demonstrated through a Master Record-Index (MRI). This document is identical in function to the Configuration Status Record (CSR)

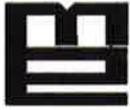
Both CSR and MRI titles remain in current use.

5 MEASUREMENT, ANALYSIS AND IMPROVEMENT ACTIVITIES AQAP-2105 4.8) (AQAP-2120 8.2)

5.1 CUSTOMER SATISFACTION (AQAP-2120 8.2.1)

Contract progress meetings are regularly held at MEL Aviation Ltd, to ascertain performance with regard to on time delivery, non conforming products and quality etc. The customer is invited to attend these meetings and their feedback is essential in establishing the customer satisfaction perspective. The data is analysed to establish whether or not any improvements in the form of corrective or preventive actions are necessary.

Records of the progress meetings are maintained as a quality record and are made available to the customer as required.



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5.2 INTERNAL AUDITS (AQAP-2105 4.8.2) (ISO9001:2008 8.2.2)

MEL Aviation Ltd operates a robust system of internal quality compliance audits (both system and product) for the MEL Group companies. Any deficiencies detected are corrected promptly and shall be notified to the customer should they be relevant to the performance of LSBU7/0191

Within MEL Aviation Ltd, the procedure applicable is MPS-G-020.

The Head of Group Quality is responsible for generating the Group internal audit schedule to plan the required monitoring activities, and for assigning suitably competent and qualified auditors impartial to the activities undergoing audit.

5.3 CERTIFICATES OF CONFORMITY (AQAP-2105 4.8.3)

MEL Aviation Ltd shall complete and submit 2 (Two) copies of a signed Certificate of Conformity (CofC), to accompany all goods delivered to service under the requirements of LSBU7/0191 One copy shall be retained on file, whilst the other shall be packaged with the goods being despatched to the specified delivery point of the Customer.

5.4 CONTROL OF NON-CONFORMING PRODUCT (AQAP-2105 4.8.4) (ISO9001:2008 8.3)

Any product relevant to LSBU7/0191 which has been classified or suspected of being non conforming shall be placed into the secure quarantine area. It shall remain labelled and identified with details of the status of the product.

This Non conformance or suspected non conformance shall then be recorded through the NCR system.

The "Non-Conformance Reporting" Procedure is detailed in MPS-G-096.

In addition to MPS-G-096 MEL Aviation Ltd shall notify the customer if a Sub-Supplied product is rejected or repaired which has been identified as involving risk or potentially non conforming.

MEL Aviation Ltd shall notify the customer of non-conformities and corrective actions required, unless otherwise agreed with the customer.

All rework, repair and use-as-is dispositions must be acceptable to the customer through the Material Review Board (MRB).

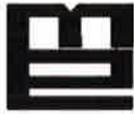
Concessions and Production Permits Procedure MPS-G-137 details the processes of dealing with rework, repair and use-as-is dispositions.

5.4.1 CUSTOMER PROPERTY

MEL Aviation Ltd shall immediately inform the customer of any products supplied by the customer which are lost, damaged or otherwise found to be unsuitable for their intended use IAW the contract. A register is maintained of all customers owned property.

5.5 ANALYSIS OF DATA – MANAGEMENT REVIEW (AQAP-2105 4.8.5) (ISO9001:2008 8.4)

MEL Aviation Ltd will review their Quality Management System on a regular basis at Management Review Meetings with Top Management in attendance.



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The agenda for the Management Review Meeting includes the following subject items:

- | | |
|-------------------------------------|--|
| 1 Results of audits | 7 Improvement and effectiveness of the QMS |
| 2 Customer feedback | 8 Follow up actions from previous management reviews |
| 3 Resource needs | 9 Process performance and product conformity |
| 4 Preventive actions | 10 Improvement of product to customer |
| 5 corrective actions | 11 Recommendations for improvement |
| 6 Changes that could effect the QMS | 12 Review of Quality Policy & Objectives |

Where action items are identified MEL Aviation Ltd shall identify/ assign the responsible person/department/function and provide a due date for the action items. Records of the Management Review related to the contract, are available to the customer as an inherent part of the QMS.

6 CONTINUOUS IMPROVEMENT (AQAP-2105 4.8.6)

6.1 CORRECTIVE ACTIONS

The Corrective Action procedure is established to define the requirements for reviewing non conformities including customer complaints, determining their causes, evaluating the need for action to prevent the non conformities recurrence and determining and implementing the action required to prevent recurrence, and then review the action taken to ensure success. MPS-G-159 details the procedure which MEL Aviation Ltd utilises to cover the Corrective Actions requirements.

6.2 PREVENTIVE ACTION (ISO9001:2008 8.5.3)

The Preventive Action procedure is established to define the requirements for determining potential non conformities and their causes, evaluating the need for action to prevent their occurrence, determining and implementing action needed to prevent their occurrence and then reviewing the effectiveness of that action. MPS-G-369 details the procedure that MEL Aviation Ltd utilises to cover Preventive Actions. An example of a preventive action tool is an 'up front' product risk assessment

7 NATO ADDITIONAL REQUIREMENTS (AQAP-2105 4.9) (AQAP-2120 9.0) (ISO9001:2008 7.2.1, 7.2.3)

7.1 CUSTOMER ACCESS TO SUPPLIER & SUB SUPPLIERS

Suitable access shall be granted to the Customer or other MoD personnel as required by the contract Project Manager. Access shall be granted for the purposes of but not limited to assessing the MEL Aviation Ltd QMS, processes, facilities, capabilities, records and products for Quality assurance evaluation and requirements as set out in AQAP-2120 9.1.1.

7.2 TEST & INSPECTION (AQAP-2105 4.9) (ISO9001:2000 7.1 C) (ISO9001:2008 7.4.3)

All products undergo an inspection and test procedure which defines the operations undertaken to ensure that purchased and supplied products conform to contract/ design data requirements.



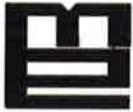
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7.3 LIST OF APPLICABLE MEL AVIATION LTD QUALITY DOCUMENTATION (AQAP-2105 4.10.2)

DOC REF:	DOCUMENT TITLE	QAP SECTION RELEVANCE
MPS-G-030	CONTROL OF INTERNAL AND EXTERNAL DOCUMENTS	1.2, 1.3, 1.4, 3.2, 4.7
MPS-G-088	TRAINING POLICY & PROCEDURE	2.1.5
7123ASR001	ISO9001:2000 COMPANY OPERATING MANUAL	3, 3.1,
MPS-G-087	QUALITY RECORD RETENTION	3.2
MPS-F-548	JOB RECORD CARDS	4.1.2
MPS-G-047	SUBCONTRACT MANUFACTURED MATERIALS	4.1.2, 4.4
MPS-F-135	ASSEMBLY RECORD CARDS	4.1.3
MPS-G-095	ORDER PROCESSING	4.2.1
MPS-G-039	CONTRACT REVIEW	4.2.2
MPS-G-349	DESIGN SCHEMES	4.3
MPS-G-365	DEVELOPMENT - GENERAL	4.3
MPS-G-019	RAISING & REVIEWING PURCHASE ORDERS	4.4
MPS-G-124	REVIEW OF PURCHASE ORDERS BY QUALITY ASSURANCE DEPARTMENT	4.4
MPS-G-016	VENDOR APPRAISAL	4.4, 7.2
MPS-G-021	CONTROL OF INSPECTION, MEASURING AND TEST EQUIPMENT	4.6
MPS-G-361	DRAWING CHANGE NOTE	4.7
MPS-G-020	INTERNAL AUDITS	5.2
MPS-G-096	NON-CONFORMANCE REPORTING	5.4
MPS-G-137	CONCESSIONS AND PRODUCTION PERMITS	5.4
MPS-G-159	CORRECTIVE ACTIONS PROCEDURE	6.1
MPS-G-369	PREVENTIVE ACTIONS PROCEDURE	6.2
MPS-G-370	AQL INSPECTION	7.2

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8 APPENDICES SECTION

All the contents listed in section 7.3 "List Of Applicable MEL AVIATION LTD Aviation Ltd Quality Documentation" are available to the customer upon request (hard copy only) for reference purposes only.

The Procedures and forms will be printed from a system that was current at the date of printing, and therefore it cannot be assumed that these documents are necessarily current after they have been printed, therefore all reference documents must be considered uncontrolled.